

PROVIDENCE HOUSING AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING: September 25, 2008

PHA Conference Room 100 Broad Street Providence, RI 02903

CALL TO ORDER

Chairman Waldman called the meeting to order at 5:04 p.m.

ROLL CALL

The Executive Director called the roll:

Present Absent

Paul F. Waldman

Dolores Cascella

Barbara Fields

JT. Taylor

Robert Clarkin

Dorothy Waters

Hillary Silver

Jaime Castillo

Nicholas Narducci Raymond Murphy

John Igliazzi (Excused)

Nine members were present, constituting a quorum.

RESIDENTS' COMMENTS

There were no comments from residents.

APPROVAL OF MINUTES (August 28, 2008)

Chairman Waldman called for approval of the August 28th meeting minutes. Commissioner Waters moved approval of the minutes. Commissioner Castillo seconded the motion. A vote was taken. There being no opposition, Chairman Waldman declared the minutes approved.

CHAIRMAN'S REPORT

General Comments

Chairman Waldman stated that the board retreat will be scheduled for next spring instead of this fall due to the amount of time it takes to prepare. With staff shortages it has made it more difficult to get materials ready.

Chairman Waldman also stated that Kimberly Dawley, Human Resource Manager and long time PHA employee, has been diagnosed with a form of leukemia. It is very treatable, and she is undergoing treatment at Rhode Island Hospital. She is not expected to be in the office for at least a couple of months, but she has a laptop and is

working from the hospital. The board members are encouraged to email or visit her.

COMMITTEE REPORTS

Budget, Finance & Audit Committee

Donna Pariseau, Fiscal Officer, presented the report to be entered into the record. [See the attached report.]

Asset Management/Capital Improvements Committee

Commissioner Castillo presented the report to be entered into the record. [See the attached report.]

Resident Services Committee

Talitha VanDenBerghe, Special Projects Officer, presented the report to be entered into the record. [See the attached report.]

EXECUTIVE DIRECTOR'S REPORT

Monthly Management Report

The Executive Director directed the board to review the Monthly Management Report for detailed information about the PHA's operations, in particular the section relating to the status of current capital improvement projects. All of the indicators look good. He invited the commissioners to contact him if they had any questions about the report.

Capital Fund Financing Program Status Report

The Executive Director stated that the Capital Fund Financing Program is well under way. Gates Associates have done the landscape designs at Chad Brown, Admiral Terrace, Hartford Park, and Manton Heights. Engineering firms are working on some of the larger projects, and status reports are included in the Monthly Management Report.

Energy Performance Contract Status Report

The Executive Director stated that we will be holding a press conference with Ameresco and the utility company to publicize our Energy Performance Contract on November 14th at Dominica Manor. We will be receiving close to \$1 million in rebates from the utility company. Already all the lighting has been changed out and low-flush toilets installed. Right now the boilers are being de-centralized, and when that part of the project is complete over the next year and a half, the PHA will have over 150 new energy efficient boilers.

HUD 504 & FH/EEO Status Report

The Executive Director stated that we are continuing to work on the requirements that HUD has given us. We are doing a re-assessment of all of our handicapped units, a marketing and outreach program to organizations that specialize in disabilities, and a survey for limited English proficiency to determine which additional PHA documents need to be translated for residents and applicants.

Strategic Plan Presentation

The Executive Director stated that the Strategic Plan has been a work in progress for over a year. We had started the process as soon as the previous Strategic Plan was complete, but had to suspend it for two years while HUD worked on the transition to Asset Based Management. The Executive Director presented a slide show that illustrated details of the process and the results, including the thirteen key strategic issues that have been identified. [See the attached printout of the slide presentation.] The Strategic Plan document was then distributed to the Commissioners for review.

RESOLUTION(S)

Resolution #4169

A vote was taken to table Resolution 4169 until the next meeting to give the commissioners time to study the Strategic Plan Documents. Commissioner Fields moved approval with Commissioner Castillo seconding the motion. A vote was taken. There was no opposition by members present.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

Commissioner Narducci stated that there will be a walkathon on Saturday at 10 a.m. at Chad Brown to support the health center. He also stated that the City of Providence is purchasing 2 more security

cameras for Chad Brown. The Executive Director noted that the cameras should be given to the PHA Office of Security Services to be installed in accordance with our security plan.

The Executive Director stated that he would like, again, to thank Commissioner Narducci for arranging the city's donation of funds for a roof for the Tavares Center at Chad Brown.

ADJOURNMENT

There being no further business, Chairman Waldman accepted a motion to adjourn from Commissioner Cascella, which was seconded by Commissioner Clarkin, to adjourn the meeting at 5:44 p.m.

Submitted by: Approved by:

Beth Herosy Stephen J. O'Rourke

Recording Secretary Executive Director